

WASHINGTON HISTORIC PRESERVATION COMMISSION

Regular Scheduled Meeting - Agenda

Tuesday July 1, 2014

7:00 PM

I. Opening of the meeting

II. Invocation

III. Roll call

IV. Old Business

V. Major Works, Certificate of Appropriateness

A. Major Works

1. A request has been made by the owner at 239 East Third Street to install a 6 foot wood privacy fence around the backyard.
2. A request has been made by the owner at 149 North Market Street to replace transom windows with new aluminum windows.
3. A request has been made by the owner at 523 East Second Street to install a four foot wooden picket fence.
4. A request has been made by the owner at 210 North Market Street to relocate a mechanical damper.
5. A request has been made by the owner at 227 East Second Street to demolish the rear addition and construct a new rear addition to include a porch and sunroom.
6. A request has been made by the owner of Moss Landing to begin construction on several houses.

Minor Works

1. A request has been made by the owner at 502 East Second Street to replace the split HVAC system.
2. A request has been made by the First Christian Church to install handrails at the rear of 120 Academy Street.
3. A request has been made by the owner of 107 West Main Street to replace the condenser in the rear of the building.
4. A request has been made by the owner of 143 North Market Street to replace the present air conditioning unit in kind.
5. A request has been made by the owner of 225 East Main Street to change out the HVAC system in kind.
6. A request has been made by the City of Washington to remove a dead tree in the right of way at 735 West Main Street.
7. A request has been made by the owner of 328 West Main Street to change out the AC unit.
8. A request has been made by the owner of 412 West Main Street to change out the AC unit.
9. A request has been made by the owner of Moss landing to install temporary advertising signs at several locations on the property.

VII. Other Business

VII. Approval of Minutes – June 3, 2014

OLD BUSINESS

MAJOR WORKS

Ms. Stacey Thalmann

239 East Third Street

Install Privacy Fence in Rear Yard

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 239 E. 3rd St.

Historic Property/Name (if applicable): _____

Owner's Name: STACEY THALMANN

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

6 foot cedar wood privacy fence back yard.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

| Office Use Only | |
|--|------------------------|
| (Date Received) | (Initials) |
| ACTION | |
| <input type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

STACEY A. THALMANN
(Name of Applicant - type or print)

239 E. 3RD ST., WASHINGTON NC
(Mailing Address) (Zip Code)

5/14/14 252-402-5970
(Date) (Daytime Phone Number)

Stacey A. Thalmann
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.







REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: The owner of 239 East Third Street has submitted a request to install a privacy fence at the rear of the property.

A request has been made by Stacey Thalmann to install a 6 foot privacy fence around the rear yard of the property located at 238 East Third Street. To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Thalmann to install a privacy fence around the rear of the property located at 239 East Third Street . This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.6 Streetscape and Site Design – Fences and Walls**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Thalmann to install a privacy fence around the rear of the property located at 239 East Third Street . This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.6 Streetscape and Site Design- Fences and Walls**. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Thalmann to install a privacy fence around the rear of the property located at 239 East Third Street . This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.6 Streetscape and Site Design – Fences and Walls**.



ADDRESS: 239 E 3rd St

TAX PARCEL NUMBER: 5675-98-7175

CONTRIBUTING: Yes

CONTRIBUTING NUMBER: 416 **NON-CONTRIBUTING NUMBER:**

CURRENT OWNER: Stacey A Thalmann

FLOOD ZONE: Yes

SQUARE FOOTAGE OF STRUCTURE: 1277

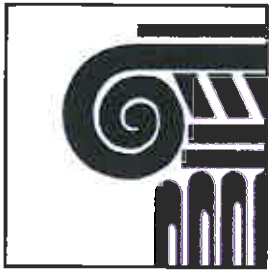
WINDOW STYLE: upstairs: 1/1 downstairs: same

DOOR STYLE: 6 Panel Colonial

ROOF MATERIAL: Asphalt Shingle

DESCRIPTION: Similar to # 415.

OTHER FEATURES: (i.e. fences, accessory building, etc.):



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 239 East Third Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 239 East Third Street to install a privacy fence in the rear yard of the property.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday July 1, 2014

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtontnc.gov

Adjoining Property Owners: 239 East Third Street

- Theresa Nielson
3678 Oakwood Dr.
Longmont, CO 80503
- Dianna Norman
214 N. Harvey Street
Washington, NC 27889
- Alton Lassiter
224 N. Harvey Street
Washington, NC 27889
- Paulette Snow
226 N. Harvey Street
Washington, NC 27889
- Ragalia Properties
206 Worthington-Warren Rd.
Stokes, NC 27884
- Louise Farris
PO Box 501
Washington, NC 27889
- Frederick Roberson
402 Broad Creek Dr.
Washington, NC 27889
- Linyear Woolard Heirs
135 Cremona Dr.
Newport News, VA 23608
- Jose Gonzalez
228 East Second Street
Washington, NC 27889
- Joshua Stiles
232 East Second Street
Washington, NC 27889
- Joseph Wilberscheid
424 East Second Street
Washington, NC 27889

- Whiting Toler
238 East Second Street
Washington, NC 27889
- Floyd Brooks
558 Barwick Drive
Washington, NC 27889
- Caroline Cutler
1912 Bingham Ct.
Myrtle Beach, SC 29588

Page Welch LLC

149 North Market Street

**Replace existing Windows with New
Aluminum Windows**

Department of Planning and Development

Historic Preservation Design Guidelines

Application for a Certificate of Historic District Appropriateness

Date: 5/27/14 Fee: _____

A: Information on Structure Under Consideration

Address: 149 N. Market St.

Date Purchased: 2006?

Current Owner: Page Welch LLC

Date Constructed: unknown

Original Owner (if known): unknown

This document does not constitute the issuance of a Building Permit. It is the responsibility of the applicant to obtain all necessary permits before commencing work.

Contact Inspections Department: 252-975-9352 / 252-975-9304.

Has a Building Permit been obtained? YES _____ NO X N/A _____

B: Information for Person Making Application

Name: Will Page

Mailing Address: PO Box 1826

City, State ZIP: Washington NC 27889

Phone: 252-946-8159

C: Proposed Changes to Structure

(I) (We) respectfully request a Certificate of Appropriateness by issued in accordance with the City of Washington Zoning Ordinance for the following reasons:

On the Market St. Front, there are windows on the ground level, windows on the 2nd Floor and a row of windows on the mezzanine level. This last set is leaking and rotten and I have a price to replace these with similar looking windows with a metal frame instead of a wood frame. All other features of the building will remain the same

D: (I) (We) understand approved requests are valid for one (1) year.

NOTE: APPLICANTS, AND/OR THEIR AGENTS OR PARTIES OF INTEREST, ARE PROHIBITED FROM ANY CONTACT IN RELATION TO THIS MATTER WITH HISTORIC PRESERVATION COMMISSION MEMBERS PRIOR TO THE PUBLIC HEARING.

Respectfully submitted,



Proceed to: [List of Adjacent Property Owners]

Return to: [Home] [Planning & Development] [Historic Preservation]

[Historic Preservation - Design Guidelines] [Historic Preservation Design Guidelines Introduction]

January 28, 2013

Brooks Home Improvement
Bud Brooks
558 Barwick Drive
Washington, NC 27889

JOB: Market Street -- Page

Complete to install new aluminum window assembly at transom level of storefront using:

Bronze Flush Glaze 1 3/4" x 4 1/2"
1/4" Tinted Glass

Opening: 28' x 3' 6"

Includes Sill Pan

| | |
|--|------------------|
| Complete to install in 7 equal panes of glass | <u>\$2590.00</u> |
| Complete to install in 15 equal panes of glass | \$ 3115.00 |
| Option to Use Greylite II Glass (DARK) | \$ 850.00 add-on |

ESTIMATE

DATE: JUNE 2, 2014

NAME: WILL PAGE

IN ACCOUNT WITH
BROOKS HOME IMPROVEMENTS
SANDBLASTING - PRESSURE WASHING
ROOFING - HOME IMPROVEMENTS - PAINTING - HAULING

558 BARWICK DRIVE
WASHINGTON, NC 27889

TELEPHONE (252) 927-3636
CELL (252) 943-7057

WORK TO BE PERFORMED AT 149 N. MARKET ST., WASHINGTON, NC

REMOVE WINDOWS AND REPAIR ROTTEN FRAMES OF TRANSOM ABOVE ENTRANCE DOOR

PAINT AROUND TRANSOM

LABOR & MATERIALS FURNISHED BY CONTRACTOR

TOTAL DUE

\$ 3800.00





REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: The owner of 149 North Market Street has submitted a request to change out mezzanine level windows on the property.

A request has been made by Page Welch, LLC to replace the current windows with new aluminum windows on the mezzanine level of the property located at 149 North Market Street. To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

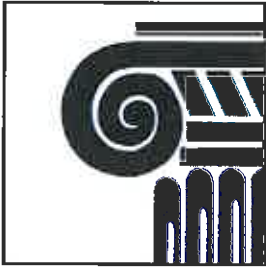
I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Page Welch, LLC to replace current windows with new aluminum windows on the property located at 149 North Market Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.4 Existing Buildings – Windows and Doors**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Page Welch, LLC to replace current windows with new aluminum windows on the property located at 149 North Market Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.4 Existing Buildings – Windows and Doors**. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Page Welch, LLC to replace current windows with new aluminum windows on the property located at 149 North Market Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.4 Existing Buildings – Windows and Doors**.



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 149 North Market Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 149 North Market Street to replace mezzanine level windows with new aluminum windows.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday July 1, 2014

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtontnc.gov

Adjoining Property Owners: 149 North Market Street

- Keith Mason
PO Box 1945
Washington, NC 27889
- Stephen Graves
PO Box 430
Washington, NC 27889
- Select Real Estate Holdings
3600 Charles Blvd
Greenville, NC 27858
- Clarence Tetterton
PO Box 324
Washington, NC 27889
- Nancy McLendon
PO Box 1362
Washington, NC 27889
- Jesse Rawls
127 N. Market Street
Washington, NC 27889
- Betty Stewart
121 N. Market Street
Washington, NC 27889

James Harstad and Dawn Dickinson

523 East 2nd Street

**Install Four Foot Picket Fence Across Front
Yard**

A.4.2

CITY OF WASHINGTON
HISTORIC PRESERVATION COMMISSION
APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Date June 5, 2014

Fee _____

A. A: Information on Structure Under ConsiderationAddress: 523 E 2nd Street, Washington NC 27889Current Owner: James Harstad and Dawn DickinsonTax Parcel Number: 5685-07-8036

This document does not constitute the issuance of a Building Permit. It is the responsibility of the applicant to obtain all necessary permits before commencing work. Contact the Inspections Dept. at 975-9383. Has a Building Permit been obtained? YES _____ NO _____ N/A _____.

B. B: Information on Person Making ApplicationName: James HarstadAddress: 523 E 2nd Street, NC 27889City: Washington State: NC Zip: 27889 Phone: 919-200-2119**C. C: Proposed Changes to Structure**

I (We) respectfully request a Certificate of Appropriateness be issued in accordance with the City of Washington Zoning Ordinance for the following reason: (details of the proposed project)

Four foot wooden picket fence painted white starting from the end of the
existing chain link fence to the right of house continuing to the side walk
then continuing along side walk (within property) until even with left front
corner, then connecting with left front corner. Please see attached drawing

D. D: I (We) understand approved requests are valid for one year.

Note: Applicants, and/or their agents or parties of interest are prohibited from any contact in relation to this matter with Historic Preservation Commission members prior to the public hearing.

FOR OFFICE USE ONLY:

ACTION

DATE

Respectfully Submitted,
James A Harstad

Approved

Approved with
Conditions

Denied

Withdrawn

Staff Approval



Signature

A4-3

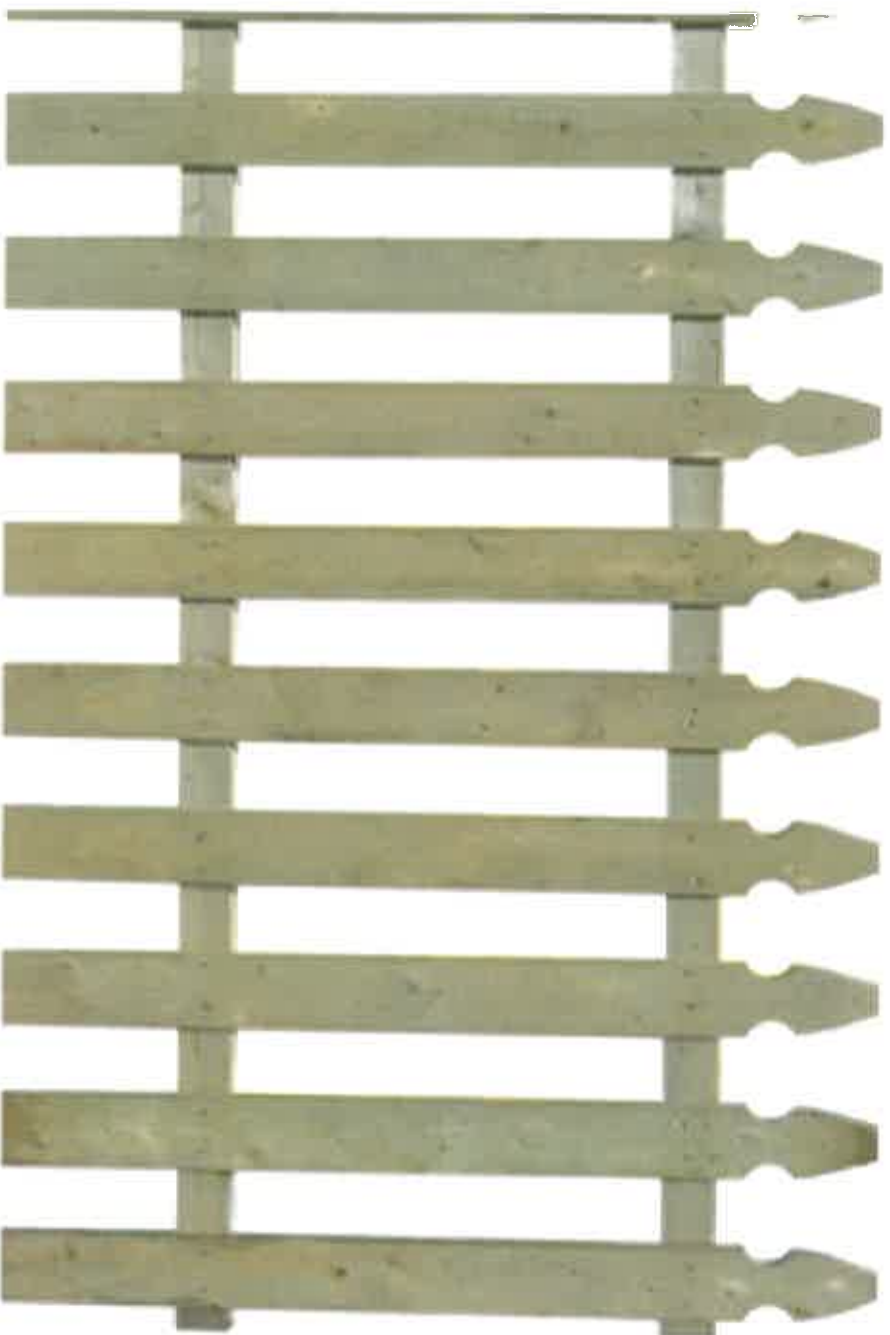
523 E 2nd St – proposed 4' wooden picket fence



**Pine Gothic Pressure Treated
Wood Fence Panel (Common:
4-ft x 8-ft; Actual: 3.5-ft x 8-ft)**



**Pine Gothic
Wood Fence
4-ft x 8-ft; Ac**







REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: The owner of 523 East Second Street has submitted a request to install a picket fence at the front of the property.

A request has been made by James Harstad and Dawn Dickson to install a picket fence at the front of the property located at 523 East Second Street. To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. Harstad and Ms. Dickson to install a four foot high picket fence on the property located at 523 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.6 Streetscape and Design – Fences and Walls**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. Harstad and Ms. Dickson to install a four foot high picket fence on the property located at 523 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.6 Streetscape and Design – Fences and Walls**. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Mr. Harstad and Ms. Dickson to install a four foot high picket fence on the property located at 523 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.6 Streetscape and Design – Fences and Walls**.



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 523 East Second Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 523 East Second Street to install a four foot wooden picket fence at the front of the house.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday July 1, 2014

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtonnc.gov

Adjoining Property Owners: 523 East Second Street

- **Jessie Housley**
525 East Second Street
Washington, NC 27889
- **Kevin Duffy**
1512 Briarwood Place
Raleigh, NC 27614
- **Eddie Stone**
513 East Second Street
Washington, NC 27889
- **Kit Yeung**
137 Castle Ct.
Washington, NC 27889
- **James Helms**
528 East Second Street
Washington, NC 27889
- **Mark Keusenkothen**
524 East Second Street
Washington, NC 27889
- **Cache Reed**
518 East Second Street
Washington, NC 27889
- **Fred Read**
411 Walnut Street #7595
Green Cove Springs, FL 32043
- **Robin Potts Trustee**
107 South Reed Drive
Washington, NC 27889
- **Betsy West**
PO Box 1632
New Bern, NC 28563
- **Dangela Willard**
7508 Slatestone Rd.
Washington, NC 27889

Beaufort County

210 North Market Street

**Move mechanical Damper on the Second
Floor North Side of Building**

A.4.2

CITY OF WASHINGTON
HISTORIC PRESERVATION COMMISSION
APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Date June 13, 2014

Fee _____

A: Information on Structure Under ConsiderationAddress: 210 North Market StreetCurrent Owner: Beaufort CountyTax Parcel Number: 5675-88-7581

This document does not constitute the issuance of a Building Permit. It is the responsibility of the applicant to obtain all necessary permits before commencing work. Contact the Inspections Dept. at 975-9383. Has a Building Permit been obtained? YES _____ NO _____ N/A _____.

B: Information on Person Making ApplicationName: Christina Smith - Beaufort County Public Works DirectorAddress: 111 W. 2nd StreetCity: Washington State: NC Zip: 27889 Phone: 252-327-9621**C: Proposed Changes to Structure**

I (We) respectfully request a Certificate of Appropriateness be issued in accordance with the City of Washington Zoning Ordinance for the following reason: (details of the proposed project)

Relocate a mechanical damper on the 2nd floor-north side from the most western window to another window on the north face. Glass panes will be installed in the original metal widow frame of the most western window when the damper is removed. The new damper will be sized as small as possible based on mechanical calculations and will be placed in the original window opening.

D: I (We) understand approved requests are valid for one year.

Note: Applicants, and/or their agents or parties of interest are prohibited from any contact in relation to this matter with Historic Preservation Commission members prior to the public hearing.

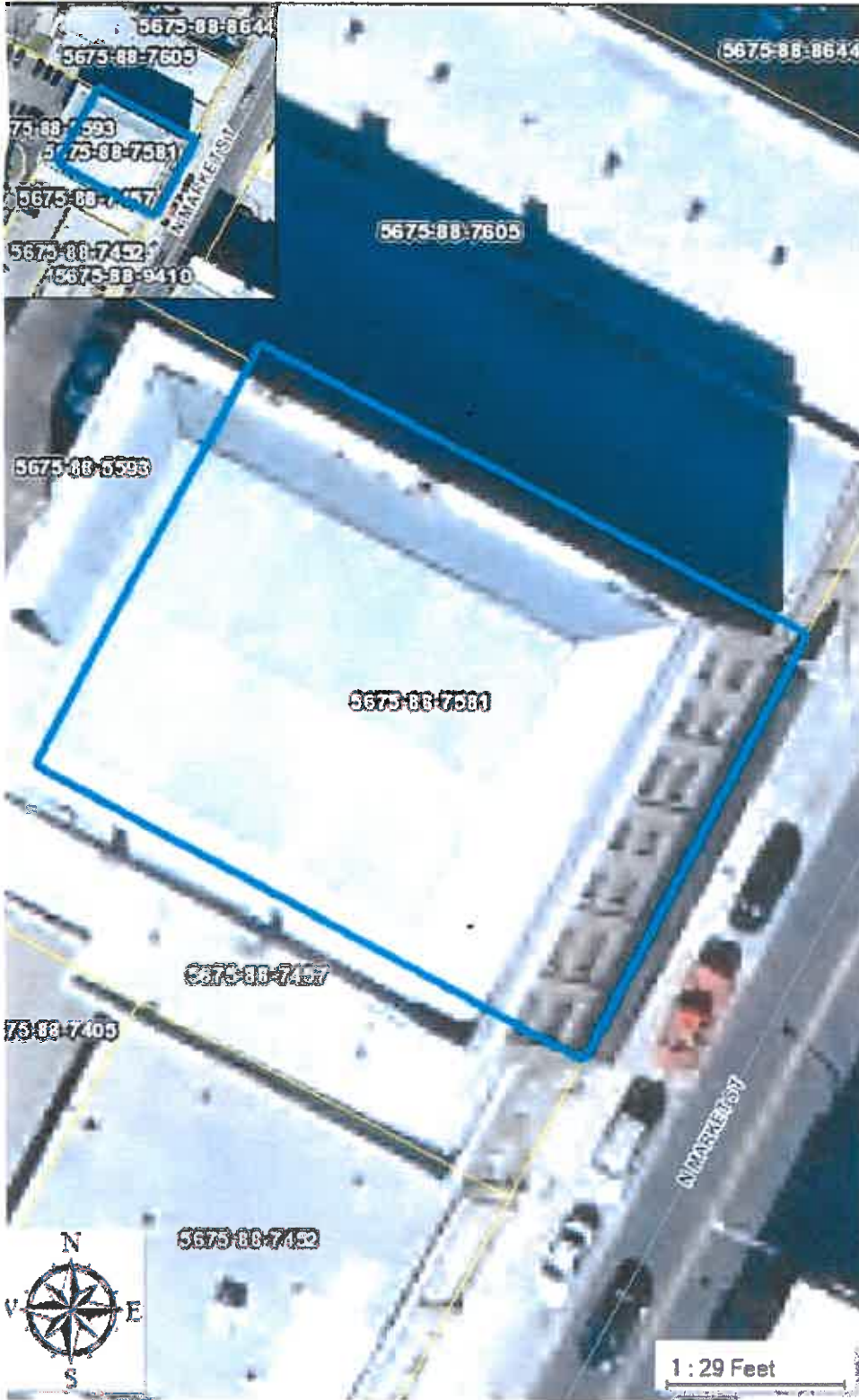
FOR OFFICE USE ONLY:**ACTION**

- ☐ Approved
☐ Approved with Conditions
☐ Denied
☐ Withdrawn
☐ Staff Approval

DATE

Respectfully Submitted,

Christina L. Smith
 Signature



Parcels

Property Land Owners



GPIN

Interior Tract Lines

Centerlines

County Line



County Line (Solid)

State

| | | |
|--|---|--|
| <u>PARCEL ID</u> 172 | <u>PARCEL ID</u> 01007869 | <u>PARCEL ID</u> 5675-88-7581 |
| <u>PARCEL LONG</u> 575-88-7581 | <u>OWNER NAME</u> BEAUFORT COUNTY | <u>OWNER NAME2</u> |
| <u>MAILING ADDRESS</u> .2 WEST 2ND STREET | <u>MAILING ADDRESS2</u> | <u>CITY</u> WASHINGTON |
| <u>DATE</u> C | <u>ZIP</u> 27889 | <u>PROPERTY ADDRESS</u> 210 N MARKET ST |
| <u>CRES</u> | <u>ACCT NBR</u> 7529 | <u>MAP SHEET</u> 567508 |
| <u>BR BLDG</u> | <u>DATE</u> | <u>DEED BOOK and PAGE</u> 872/776 |
| <u>LAND VAL</u> 1950 | <u>BLDG VAL</u> 311591 | <u>DEFR VAL</u> 0 |
| <u>LOT VAL</u> 14541 | <u>NBHD CDE</u> CH | <u>NBHD DESC</u> COMMERCIAL HISTORIC |
| <u>JB CDE</u> | <u>SUB DESC</u> | <u>STAMPS</u> |
| <u>SALE PRICE</u> | <u>ZONE</u> B1H | <u>LAND USE</u> |
| <u>DISTRICT</u> | <u>PROP DESC</u> 1 LOT 210/216 N MKT ST (OAKLAND BLDG) | <u>MBL</u> 567508246 |
| | | <u>EXEMPT AMT</u> |
| <u>ROAD TYPE</u> | <u>YR BUILT</u> 1920 | <u>SQ FT</u> 24332 |
| <u>BR BED</u> | <u>NBR BATHS</u> 0 | <u>EFF YR</u> 1945 |
| <u>EXEMPT PROP</u> | <u>CENSUS BLOCK</u> | <u>FLOOD PLAIN</u> |
| <u>REV ASSESS</u> 14541 | <u>NBR STORIES</u> 1 | <u>NBR HALF BATHS</u> 2 |

Beaufort County online map access is provided as a public service, as is, as available and without warranties, expressed or implied. Content published on this website is for informational purposes only and is not intended to constitute a legal record nor should it be substituted for the advice or services of industry professionals. The County of Beaufort and the Website Provider disclaim all responsibility and legal liability for the content published on this website. The user agrees that Beaufort County and its agents shall be held harmless from all actions, claims, damages or judgments arising out of the use of County data.

Site: 13 SHERIFF DEPARTMENT
Building: BEAU1301 SHERIFF DEPARTMENT
 210 N. MARKET STREET
 WASHINGTON, NC 27889

Department: 00 NONE 100.00%

Year Built: 06/01/1925
Year Acquired: 01/01/1925
No. of Stories: 3
Square Footage: 23940 **7,980 SF**
Basement: No **per floor**
Adds/Renovations: No
Occupancy: GPS Police Station
Frame Type: JM Joisted Masonry
ISO Class: 2 JOISTED MASONRY
Fire Protection: X NONE -



General Building Characteristics

| | | | | | |
|------------------------|--|------------------------|---|--------------------|---------------------|
| Exterior Walls: | BRICK ON MASONRY | Ceiling Finish: | ACOUSTICAL | Partitions: | PLASTER/STUDS, WOOD |
| Roofing: | METAL | | | | PANELING ON STUDS |
| Foundation: | CONCRETE FOUNDATION WALLS, CONCRETE FOOTING FOUNDATION | Services: | ELECTRICAL, PLUMBING, HEATING - FORCED WARM AIR, AIR CONDITIONING - FORCED AIR, | Features: | |
| Floor Finish: | ASPHALT TILE, CARPETING | | | | |

| Valuation Conclusions (Estimated) | Replacement Cost New: | Exclusion Amount: | Replacement Cost Less Exclusions: |
|--|--|------------------------------------|--|
| Construction | 2,462,300.00 | 147,700.00 | 2,314,600.00 |
| Contents | 860,100.00 | 0.00 | 860,100.00 |
| RETO | 0.00 | 0.00 | 0.00 |
| Total Insurable Value | | | 3,174,700.00 |



North – Third Street



West – Union Drive



South – 2nd Street

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: The owner of 210 North Market Street has submitted a request to relocate a mechanical damper on the second floor of the building.

A request has been made by Beaufort County to relocate a mechanical damper on the second floor of the buildings north side on the building located at 210 North Market Street. To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Beaufort County to relocate a mechanical damper on the building at 210 North Market Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.14 Existing Buildings – Mechanical and Communication Systems.**

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Beaufort County to relocate a mechanical damper on the building at 210 North Market Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.14 Existing Buildings – Mechanical and Communication Systems.** I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Beaufort County to relocate a mechanical damper on the building at 210 North Market Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.14 Existing Buildings – Mechanical and Communication Systems.**



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 210 North Market Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 210 North Market Street to relocate a mechanical damper on the second floor of the building.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday July 1, 2014

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtonnc.gov

Adjoining Property Owners: 210 North Market Street

- Hood Richardson
208 North Market Street
Washington, NC 27889
- Cornelius Partrick
204 North Market Street
Washington, NC 27889
- William Mayo
PO Box 635
Washington, NC 27889
- Whit Blackstone
222 W. Stewart Pkwy Suite 204
Washington, NC 27889
- Ashley Futrell
PO Box 1788
Washington, NC 27889
- Washington New Media
217 North Market Street
Washington, NC 27889
- Franklin Johnston
1099 Swann Point Reef Rd.
Washington, NC 27889
- Scott Campbell
213 North Market Street
Suite 202
Washington, NC 27889

Mr. Ambrose Lewis

227 East Second Street

**Demolish Rear Addition, Construct new
Addition**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC

Please use Black Ink

Street Address of Property: 227 East Second Street, Washington, NC 27889

Historic Property/Name (if applicable): Tom Carawan House

Owner's Name: Diane M. Lewis and Ambrose B. Lewis (sister and brother)

Lot Size: 53 feet by 213 feet
(width) (depth)

Brief Description of Work to be Done*:

1. Remove the additions to the rear of the current as-constructed house that are undercover of the metal roof that slopes from North to South (rest of house has asphalt shingle roofing). Construct a new addition on the same footprint as the additions that were demolished, including a new deck.
2. Replace roofing shingles on entire house with new architectural dimensional shingles.
3. Replace the Westernmost of the two existing front entry doors with a window of a style, size and look to match the other existing front facing (street view) on the house.
4. Remove the indicated trees and shrubs on attached photos
5. Remove power, telephone and TV & internet cable overhead pole feeds and reinstall underground.
6. Install 3 new exterior A/C units (1 to replace existing) to provide central A/C throughout house.

**(see attachments for more descriptive information regarding the above requests)*

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

| Office Use Only | |
|--|------------------------|
| (Date Received) | (Initials) |
| ACTION | |
| <input type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

Diane M. Lewis and Ambrose B. Lewis

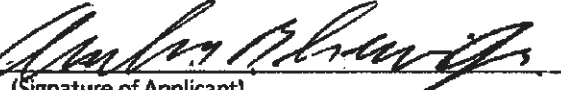
(Name of Applicants – type or print)

2156 Golf Course Drive, Reston, VA 20191

(Mailing Address) (Zip Code)

June 15, 2014 (571) 263-6387 mobile

(Date) (Daytime Phone Number)


(Signature of Applicant)

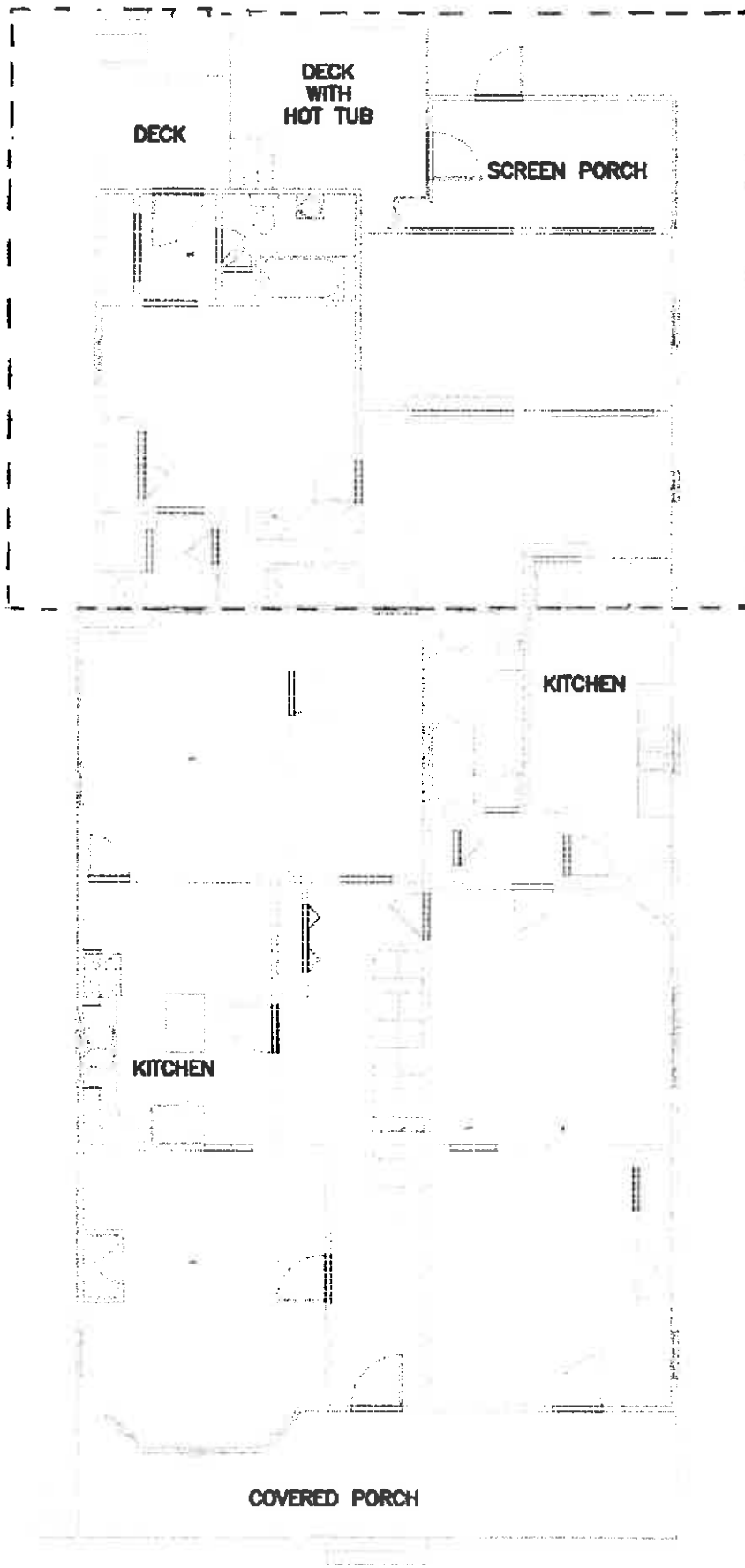
Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by city code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

1 of 11



#1

EXISTING FIRST FLOORPLAN

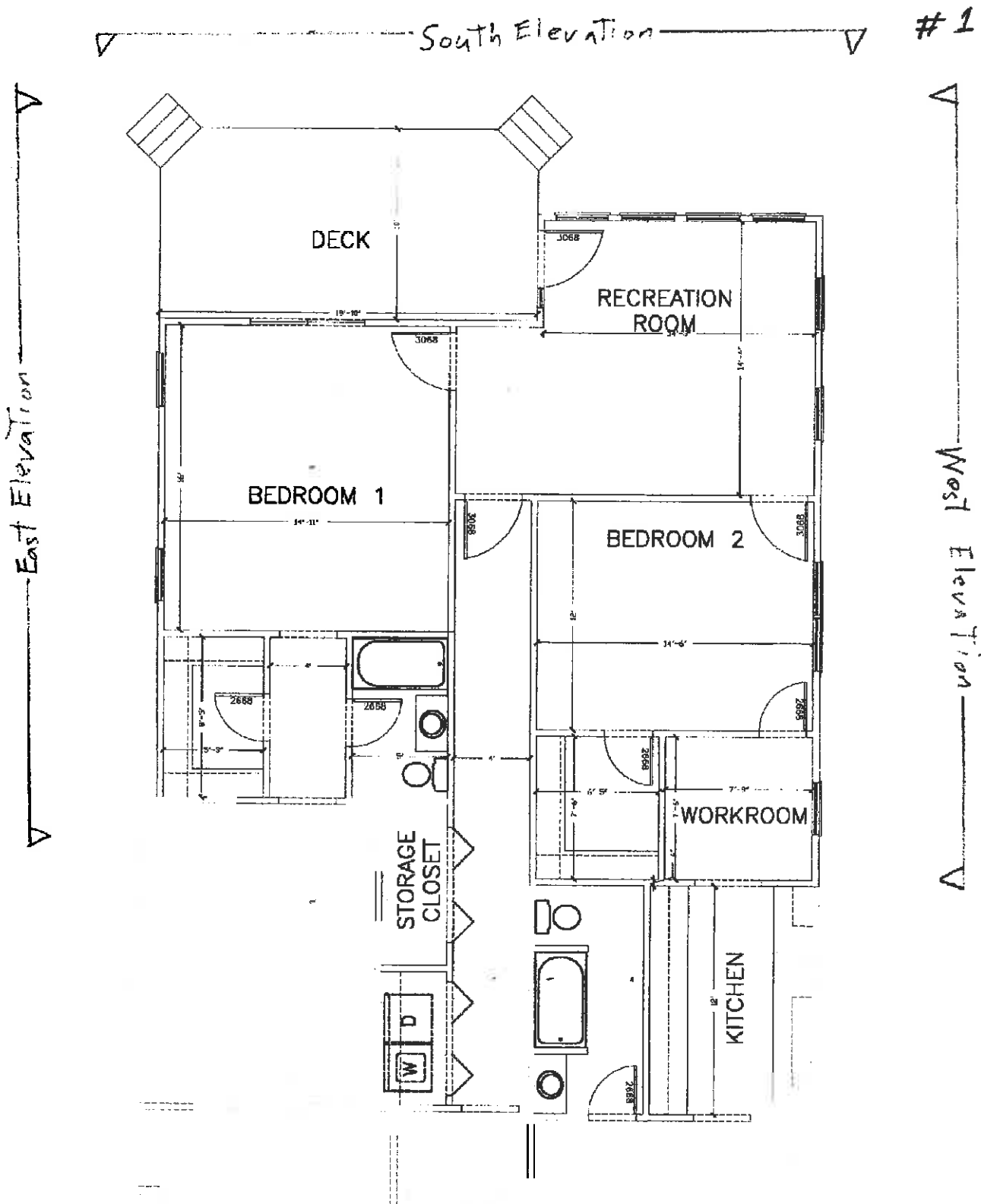




East Side View of Addition to be Demolished

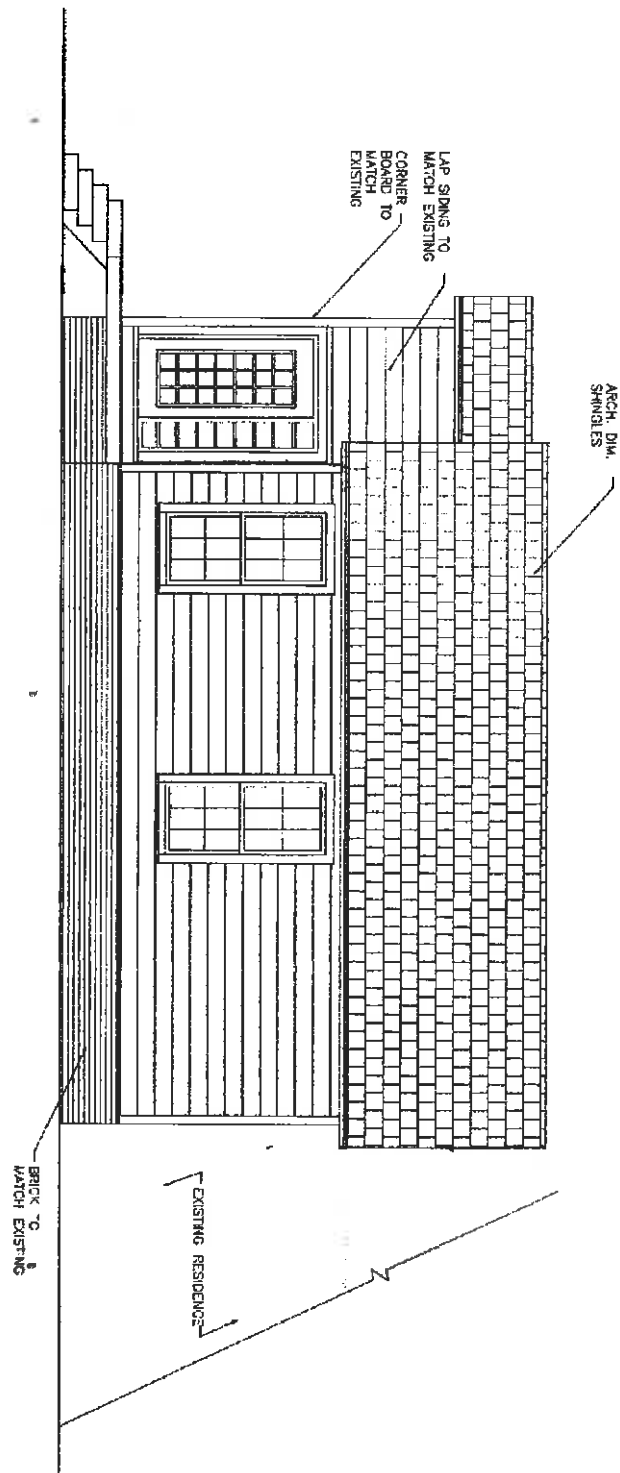


South Side View of Addition to be Demolished



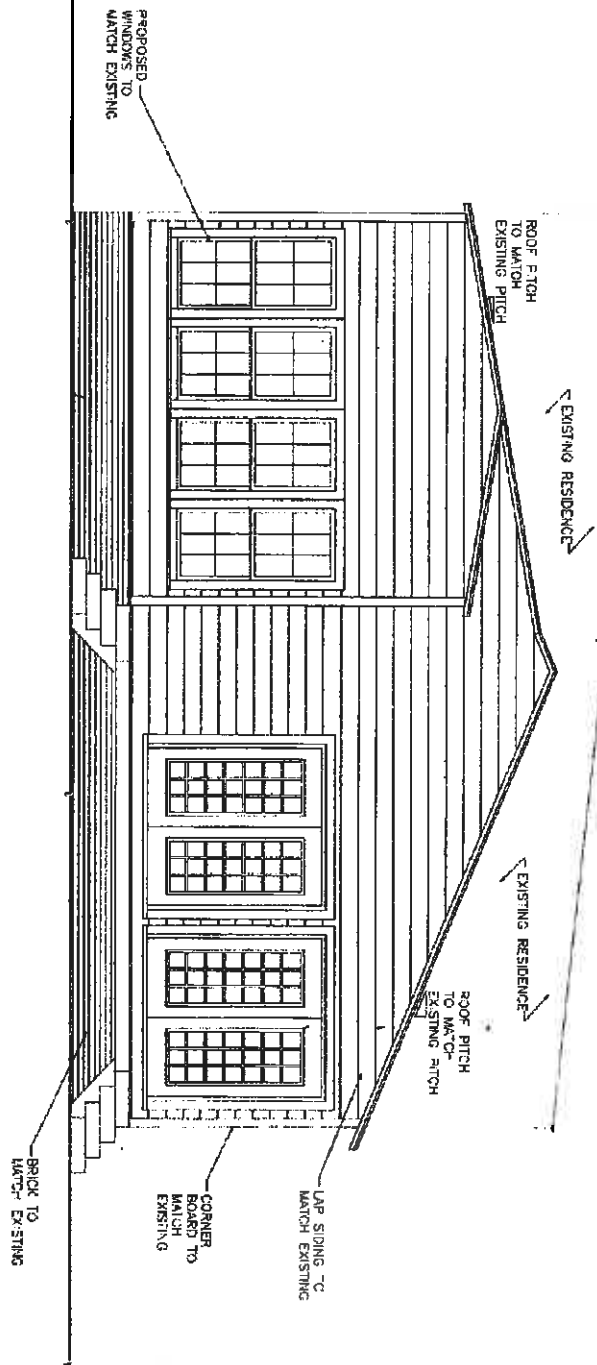
#1

EAST ELEVATION



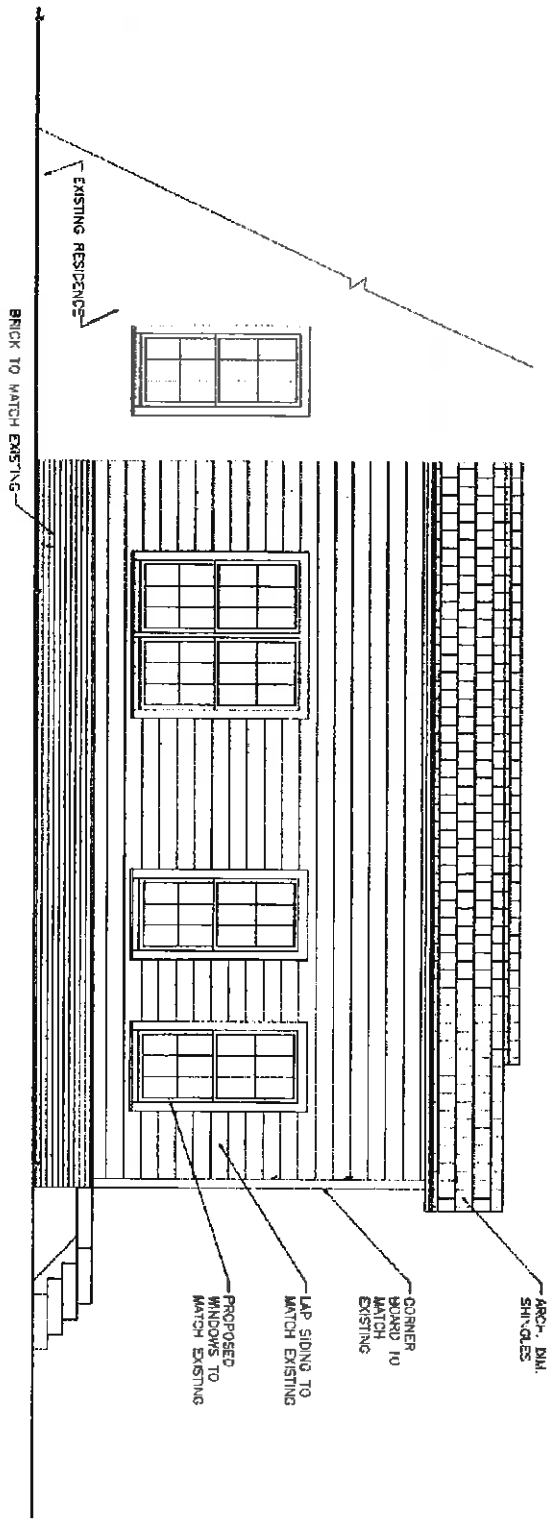
5 of 11

SOUTH ELEVATION



1

WEST ELEVATION



7 of 11

Reference Work Description #2

(From CertainTeed Website)

Roofing Shingles

There are three major categories of Roofing Shingle products available in the market:

Strip Shingles Strip Shingles are the original and the most basic of roofing shingles available in the industry. Strip Shingles are denoted by the fact that they are single layered roofing shingles that are generally designed to look like slate. Strip Roofing Shingles have a very flat appearance on the roof line and are typically the lightest weight roofing shingles available in the market. Strip shingles used to be the predominant roofing shingle available and used in the market. Today, however, with significant advances in technology and consumer sophistication, Strip Shingles are used primarily by home builders manufacturing economy priced homes or purchased by homeowners as replacement roofing shingles for homes that already have Strip Shingles on the roof. CertainTeed manufactures Strip Roofing Shingles under the product names [CT™ 20](#), [XT™ 25](#), and [XT™ 30](#).

Dimensional Shingles Dimensional Shingles (or Architectural Laminated Shingles) are now the predominant roofing shingles installed in North America. These products are manufactured as dual layered products (or multi-layered in the case of CertainTeed's tri-laminate technology) and provide a thicker and richer appearance on the roof (a multi-dimensional look). Dimensional Roofing Shingles also typically are heavier weight than Strip Roofing Shingles and usually have improved warranty protections, which can range from 30-years to Lifetime. CertainTeed's [Landmark™ Series roofing shingles](#) are a prototypically design for a Dimensional Roofing Shingle.

Premium Shingles Premium Shingles are usually described as laminated shingles that have a differentiated appearance or functionality from traditional Dimensional Roofing Shingles. These products may have designs that mimic "old-world" roofing shingles, like natural slate or natural shake roofing shingles. CertainTeed's [Grand Manor™](#) and [Presidential Shake™](#) products are prime examples of Premium roofing shingles that provide an enhanced aesthetic appeal. Premium Roofing Shingles might also have important functional improvements such as Impact Resistance or Solar Reflectivity that can possibly extend the life of the roofing system or provide lower energy costs. [Landmark™ Special](#) and [Landmark Solaris™](#) would be primary examples of Premium roofing shingles that provide enhanced functional performance.

Replace roofing shingles on entire house with new CertainTeed (or equivalent) Landmark™ Dimensional Shingles in the Designer category with color to be selected from one of the following:



Colonial Slate



Resawn Shake



Burnt Sienna



Pewter

Reference Work Description #3



Remove existing door on right (Westernmost)



Provide new window to match existing windows where door was removed and patch in wood Siding to match existing.

9.8.11

Reference Work Description #4



Remove Bush at Street – Looking West



Remove Pine Tree in Front Yard – Looking East



Tree and Uprooted Tree Stump – 03/2014 Photo



Remove Tree and Stump – 06/2014 photo



**Remove Juniper Tree and Evergreen Shrubs
Obstructing View from Rear of House**



**Remove Apple Tree to Right of Trash Can
Restricting Vehicle Access to Garage**



Obstructed View from Rear of House



Remove Foliage from West Side of House at Rear

10/7/11

Reference Work Description #5



All Overhead Wiring to be rerouted down Utility Pole and Underground to House

Reference Work Description #6

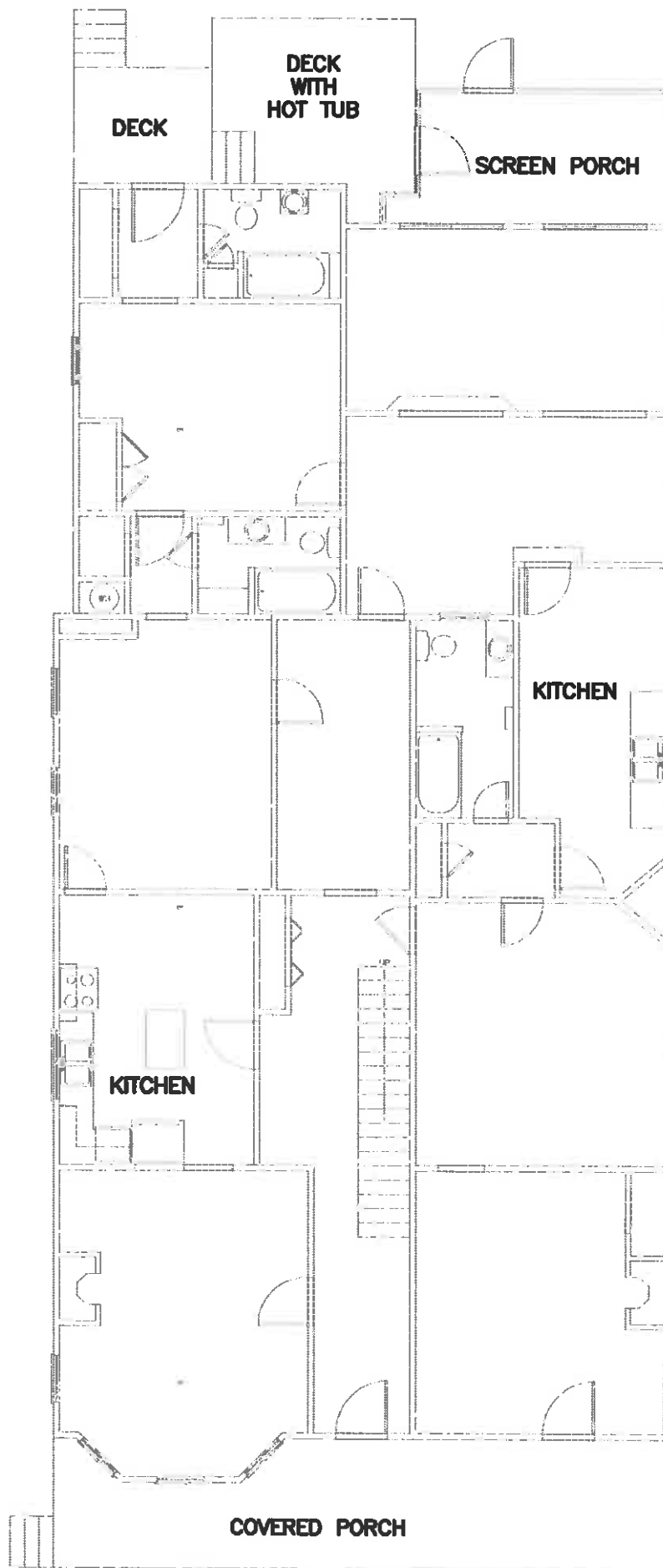


Existing A/C unit on East side that serves part of First Floor.

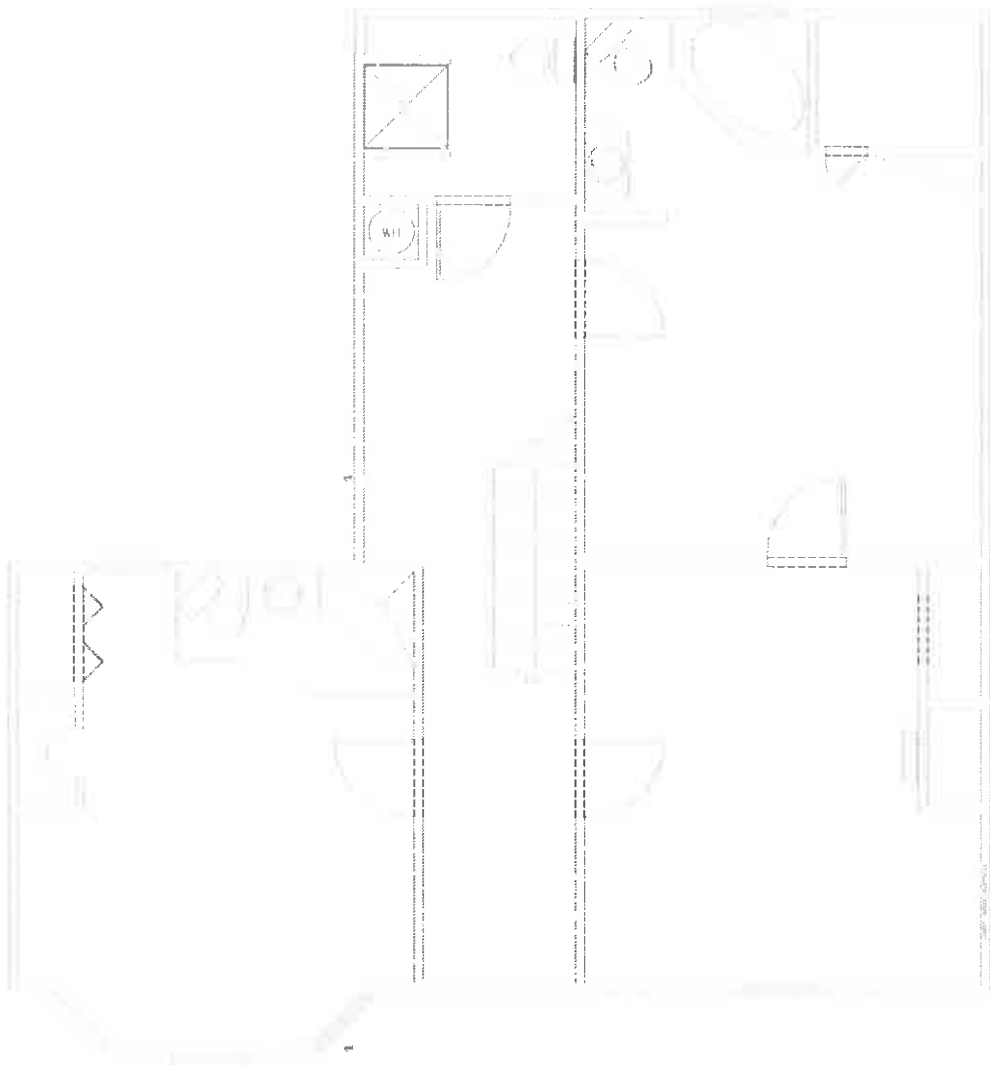


Available space on West side to install new A/C unit(s)

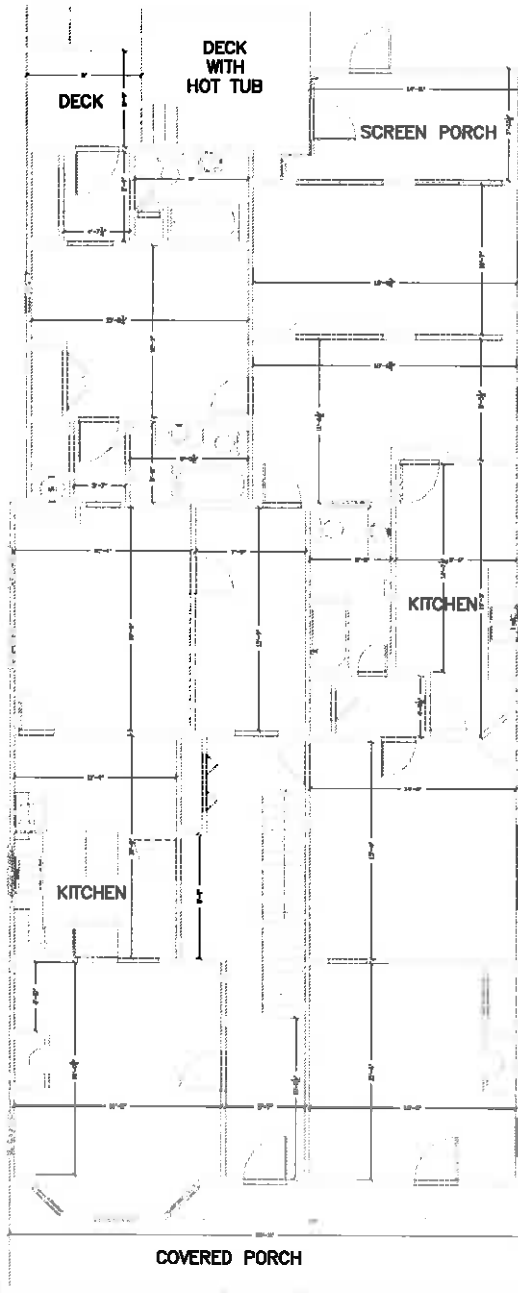
We are still in the conceptual design phase for central heating and cooling of the house, our hope is to have three distinct temperature control zones (ergo 3 outside units) in the house so that we can control our utility costs by turning zones way down or off when not in use. Our intention is also to raise the outside units approximately 30" above grade to put all equipment serving the house at the same level as the floor of the first floor to keep put everything at approximately 12' above sea level for the purpose of obtaining an elevation certificate to reduce flood insurance rate. Most of the existing house (2/3's) is cooled by window A/C units and heated by gas space heaters that were located in most rooms.



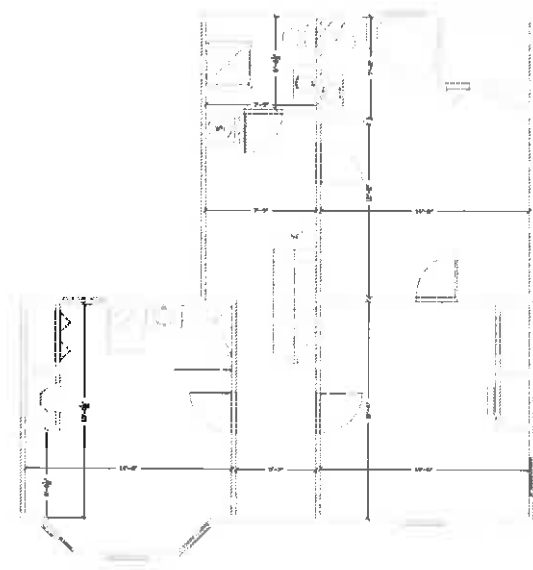
EXISTING FIRST FLOORPLAN
179-1-19



EXISTING SECOND FLOORPLAN
 $\frac{1}{4}" = 1'-0"$



EXISTING FIRST FLOORPLAN
 1/4" = 1'-0"



EXISTING SECOND FLOORPLAN
 1/4" = 1'-0"

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: The owner of 227 East Second Street has submitted a request to demolish the rear addition of the house to construct a new addition and porch.

A request has been made by Ambrose Lewis and Diane Lewis to demolish the rear addition of the property and construct a new addition. To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

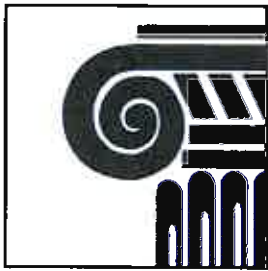
I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. Lewis to demolish the rear addition to construct a new porch addition, enclose a front door to make a window and change out the roof shingles on the property located at 227 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.6 Changes to Existing Buildings**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. Lewis to demolish the rear addition to construct a new porch addition, enclose a front door to make a window and change out the roof shingles on the property located at 227 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.6 Changes to Existing Buildings**. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Mr. Lewis to demolish the rear addition to construct a new porch addition, enclose a front door to make a window and change out the roof shingles on the property located at 227 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.6 Changes to Existing Buildings**.



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 227 East Second Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 227 East Second Street to demolish the existing rear addition and construct a new sun room/porch addition.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday July 1, 2014

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtonnc.gov

Adjoining Property Owners: 227 East Second Street

- Kenneth Mooring
221 East Second Street
Washington, NC 27889
- St. Peters Episcopal Church
101 North Bonner Street
Washington, NC 27889
- Kenneth Crowley
605 Deluth Street
Durham, NC 27705
- Petra Chambers
235 East Second Street
Washington, NC 27889
- Walter Fuldner
239 East Second Street
Washington, NC 27889
- Alton Ingalls
PO Box 67
Washington, NC 27889
- Susan And David Lonnard Trust
226 East Main Street
Washington, NC 27889
- Donald Morrissey
26 Red Canoe
Plymouth, MA 2360
- Vickie Dotson
620 Duck Creek Road
Washington, NC 27889
- Douglas Cutler
238 East Main Street
Washington, NC 27889

Beacon Street Properties

Moss Landing

Design Approval on Several Houses

Install Four Foot Picket Fence in Front Yard

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: Water + Harvey St. - Moss Landing

Historic Property/Name (if applicable): _____

Owner's Name: Beacon Street

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Design approval for several new residential
properties

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

| Office Use Only | |
|--|------------------------|
| (Date Received) | (Initials) |
| ACTION | |
| <input type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

(Name of Applicant - type or print)

(Mailing Address)

(Zip Code)

(Date)

(Daytime Phone Number)

(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

MINOR WORKS

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 502 E 2nd St.

Historic Property/Name (if applicable): _____

Owner's Name: Harry Tubaugh

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Replaced split hvac system

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

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| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

Advanced Air Solutions Systems, Inc.
(Name of Applicant - type or print)
1809 Corcoran Road 27889
(Mailing Address) (Zip Code)
6/3/14 252-946-6474
(Date) (Daytime Phone Number)
[Signature]
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

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APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 120 Academy Street

Historic Property/Name (if applicable): _____

Owner's Name: First Christian Church

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Add handrails at two main steps to meet
safety codes.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

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| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

Douglas Boyd
(Name of Applicant - type or print)

(Mailing Address) (Zip Code)

6-3-14
(Date) (Daytime Phone Number)

Douglas Boyd
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

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APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 107 W. Main St.

Historic Property/Name (if applicable): Down On Main Street

Owner's Name: Glen Wethering

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Replace Condenser back like old one.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

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| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

Advanced Air Solutions Systems
(Name of Applicant - type or print)

1809 Corsica Road 27889
(Mailing Address) (Zip Code)

6/13/14 252-946-6474
(Date) (Daytime Phone Number)

[Signature]
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

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APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 735 W. Main St. Right of way

Historic Property/Name (if applicable): _____

Owner's Name: City of Washington

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Remove dead tree in city right of way.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

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| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

(Name of Applicant - type or print)

(Mailing Address)

(Zip Code)

(Date)

(Daytime Phone Number)

(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 143 N. Market St.

Historic Property/Name (if applicable): _____

Owner's Name: Clarence Tetterton

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Replace present A/C unit with
like unit cover with latex work

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

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| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

Dixon Heat + A/C
(Name of Applicant - type or print) Wash. NC

704 River Road 27889
(Mailing Address) (Zip Code)

6-10-14 946-6498
(Date) (Daytime Phone Number)

Dalmer Dixon
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

[Signature] 6/10/14
(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 225 E. Main St.

Historic Property/Name (if applicable): _____

Owner's Name: Doug Bidle

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

HVAC Changeout in same location

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

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| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

Air Care Service Co
(Name of Applicant - type or print)

134 W 5th St
(Mailing Address)

27889
(Zip Code)

6/10/14
(Date)

252-362-0280
(Daytime Phone Number)

[Signature]
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 328 W MAIN ST

Historic Property/Name (if applicable): ARCHIE JENNINGS

Owner's Name: ARCHIE JENNINGS

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

A/C CHARGEOUT, GOING BACK IN SAME PLACE

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

| Office Use Only | |
|--|------------------------|
| (Date Received) | (Initials) |
| ACTION | |
| <input type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

LITTLE'S AUAC
(Name of Applicant - type or print)
5364 Hwy 264 27889
(Mailing Address) (Zip Code)
6-18-14 946-1474
(Date) (Daytime Phone Number)
[Signature]
(Signature of Applicant)

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(Date)

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APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 412 W MAIN ST

Historic Property/Name (if applicable): _____

Owner's Name: BRENT LEE

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

change out 3TON A/C UNIT

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

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| ACTION | |
| <input type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

SHAWKY BOUSHRA
(Name of Applicant - type or print)

4745 REEDY BRANCH RD 28590
(Mailing Address) (Zip Code)

6-19-14 252-353-5588
(Date) (Daytime Phone Number)

[Signature]
(Signature of Applicant)

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(Minor Work Auth. Sig.)

(Date)

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APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: Water & Harvey St

Historic Property/Name (if applicable): Mass Landing

Owner's Name: Beacon - Street

Lot Size: N/A feet by N/A feet.
(width) (depth)

Brief Description of Work to be Done:

4' x 8' fiberglass frames temporary
advertising signs w/ vinyl banners

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| Office Use Only | |
|--|------------------------|
| (Date Received) | (Initials) |
| ACTION | |
| <input type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

Carol Nash
(Name of Applicant - type or print)
406 Riverside Dr. Wash 27889
(Mailing Address) (Zip Code)
4/13/14 252 944 3756
(Date) (Daytime Phone Number)
Carolyn B. Nash
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

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MINUTES

OTHER BUSINESS

WASHINGTON HISTORIC PRESERVATION COMMISSION

Regular Scheduled Meeting – Minutes

Tuesday June 3, 2014

7:00 PM

Members Present

Geraldine McKinley Judi Hickson
Ed Hodges Jerry Creech
Seth Shoneman

Members Absent

Victory Rader
Picott Harrington

Others Absent

Jennifer Brennan, Community Development Planner
John Rodman, Community and Cultural Services Director
Jessica Green, Administrative Support

I. Opening of the Meeting

The Chairman called the meeting to order.

II. Invocation

A moment of silence was taken.

III. Roll Call

A silent roll call was taken by staff.

Jerry Creech made a motion to accept the agenda. His motion was seconded by Seth Shoneman. All voted in favor.

IV. Old Business

V. Major Works, Certificate of Appropriateness

A. Major Works

1. A request has been made by the owner of 219 East Main Street to install a 6 foot high fence around the perimeter of the property and a 5 foot mechanical gate across the driveway of the property.

Ms. Sweatland came forward and was sworn in. Ms. Sweatland explained the events that led up to her constructing her fence and completing the current Certificate of Appropriateness. Ms. Sweatland stated that one of the reasons why she wanted to construct the fence is to keep her neighbors dogs from coming into her yard. She explained that on numerous occasions she sees random strangers walking through her yard. She stated that the fence is up but she has not completed the gate. Mr. Creech asked Ms. Sweatland if she wanted to put up the fence and gate for security purposes. Ms. Sweatland stated that security was the main reason why she wanted to put up the fence.

The Chairman opened the floor.

Don Stroud came forward. He stated that the Historic Foundation is very concerned with the fence situation in the district. He stated that fences are being put up with COAs and it is an ongoing problem. Mr. Stroud asked for clarification on the actual request and stated that no site plan was submitted to the neighbors. Mr. Stroud was informed that the fence will only go around the perimeter of the rear yard. Ms. Brennan stated that the letter that was sent out to the adjoining property owners indicated that a full copy of the agenda is available online and also in the office. Mr. Stroud then inquired about a landscaping buffer. Ms. Brennan stated that the Commission could include a landscaping buffer if they wanted.

Ms. Sweatland then explained that only a small portion of the fence will be visible from Main Street.

The Chairman closed the floor and the Commission discussed the request further. Seth Shoneman asked about the gate materials. Ms. Sweatland explained that the gate would only be 5ft and made of wood. Mr. Creech brought up the landscaping issue. Mr. Hodges stated that he felt a landscaping buffer would not be required in this situation.

Geraldine McKinley made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mrs. Sweatland to install a fence and gate at the driveway of the property located at 219 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 4.6 Streetscape and Site Design – Fences and Walls. Her motion was seconded by Seth Shoneman. The motion carried with a majority vote with Jerry Creech voting in opposition.

2. A request has been made by the owner at 239 East Third Street to install a 6 foot wood privacy fence around the backyard.

Since the applicant was not present this item was moved to the July meeting agenda.

3. A request has been made by the owner at 115 Van Norden Street to install a picket fence to the east side of the vacant lot adjoining property.

Mr. Gregory Purser, owner, came forward and was sworn in. He stated that he recently purchased this property and would like to put up a picket fence down the east side of the vacant lot. Mr. Hodges asked if the picket fence would look like the fence currently located on the property. Mr. Purser stated that it would be similar, the slats would be a little wider but it would be the same height.

The Chairman opened the floor.

Scott Sipprell, neighbor, asked for clarification of the fence height. Mr. Hodges explained that the fence would be the same height as the current fence and would look the same except for the slats being a little wider.

Seth Shoneman made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Purser to install a picket fence at the east side of the vacant lot on the property located at 115 Van Norden Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 4.6 Streetscape and Site Design – Fences and Walls. Geraldine McKinley seconded the motion. All voted in favor and the motion carried.

4. A request has been made by the owner at 227 East Second Street to demolish the existing rear addition and replace with a new sun porch/screen porch. Additionally, replace the existing western front door with a bay window to be more historically accurate. Also, replace current shingles with new at time of construction of rear porch.

Mr. Ambrose Lewis came forward and was sworn in. He explained that they will be closing on this property on Thursday. Mr. Ambrose gave a description of the current rear addition and explained that they would like to demolish the existing rear addition and replace it with a new enclosed porch/sunroom. He explained that they do not currently have the plans for the new addition but they are working with a draftsman to get that done. Mr. Lewis then explained that they would like to remove one of the front doors and replace it with a window. Ms. McKinley stated that the current rear additions seem to have been very poorly constructed. She stated that the house is sound but the additions are not original and have a lot of rot. Mr. Lewis stated that the footprint of the addition will not be any bigger than the current; it will probably be a little smaller.

The Chairman opened the floor.

Scott Campbell came forward and was sworn in. Mr. Campbell stated that he agreed that the rear addition to that house is in bad condition and should go and down the road what they are

proposing will be a great addition to the neighborhood. Mr. Campbell explained that he is concerned that the applicant is proposing to do a rather large demolition, but has not presented a set of completed plans for the new addition. He stated that he was concerned that the demolition will leave an open ended back part of this house for an unknown amount of time.

Mr. Hodges asked Mr. Lewis if he had a way of securing the house. Mr. Lewis stated that the house should be secure. He explained that they have a draftsman working on the new addition and should have them ready to present to the Commission at their July meeting. Mr. Lewis stated that if they cannot secure the house they will wait on the demolition.

The floor was closed and the Commission discussed the request further.

Jerry Creech made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Lewis to demolish the rear addition to construct a new porch addition, enclose a front door to make a window and change out the roof shingles on the property located at 227 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 3.6 Changes to Existing Buildings. I further move that the Historic Preservation Commission place the following conditions on the approval: before beginning demolition Mr. Lewis will bring back a site plan of the new addition for approval at the July meeting. Geraldine McKinley seconded the motion. All voted in favor and the motion carried.

Seth Shoneman made the following amendment: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Lewis to demolish the rear addition to construct a new porch addition, enclose a front door to make a window and change out the roof shingles on the property located at 227 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 3.6 Changes to Existing Buildings. I further move that the Historic Preservation Commission place the following conditions on the approval: that architectural shingles be used on the roof replace. His motion was seconded by Judi Hickson. All voted in favor and the motion carried.

5. A request has been made by the owner at 122 East Second Street to replace all windows in the house with new vinyl windows.

Ms. Sherri Dean, owner, came forward and was sworn in. She explained to the Commission that she has 7 or 8 different types of windows in her home. She stated that most of her windows are old and rotting and some of them do not work at all. She stated that the condition of the windows allows a lot of creatures to come into the house. She stated that she had two contractors look at the house and they said that it was like having 22 holes in the house because of the condition and disrepair of the windows. Ms. Dean stated that her average utility bill is around \$550 and she feels it is way past time to replace the windows in her home. She

explained that she would like to have all the windows match. She stated that she definitely wants double hung windows and she would prefer vinyl over wood. She explained that currently some of the windows are vinyl and some are wood. She stated that she understood that any grills have to be on the exterior of the glass. Ms. Dean explained that some of the windows do not have any grills. She stated that she understood the guidelines to state that if she replaces the windows she is to replace them with windows that match the originals. She stated that she would be happy to do this with the windows that face the street. Ms. Dean then explained which windows are original to the home and where they are located. Ms. Dean and the Commission then discussed the grills. She stated that she would prefer replacement windows with no grills because they are more efficient to her.

The Chairman opened the floor.

Scott Campbell came forward to address the Commission. He urged the Commission to preserve the primary view/facade of the house with the original window configuration and look, which means wooden windows with dividers on the exterior with a six over six configurations. He stated that he is not opposed to have the windows on the secondary views be vinyl and not having the dividers.

The floor was closed and the Commission discussed the request further.

Seth Shoneman made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Ms. Dean to install new vinyl windows on the property located at 122 East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 3.4 Changes to Existing Buildings – Windows and Doors. I further move that the Historic Preservation commission place the following conditions on the approval: the front exterior windows have exterior attached muttons. His motion was seconded by Judi Hickson. The motion passed with a majority vote with Ed Hodges voting in opposition.

Don Stroud came forward and stated that he wanted the record to show that Ms. Dean's home already has some vinyl windows. He stated that he does not want to open a flood gate to allow everyone to replace their original windows with vinyl. He explained that Ms. Dean has more of an exception in this case.

6. A request has been made by the owner at 143 North Market Street to install a privacy fence around the rear patio.

Roger Meyland came forward and was sworn in. He explained that he would like to construct a three sided six foot high security fence around the patio at 143 North Market Street. He stated that the fence will prevent people who are not members of that club from entering the patio or the club from the back of the location. He stated that he wanted the fence for security purposes

also. Mr. Meyland stated that the adjoining properties on both sides and the property across the parking lot all have wooden structures, some are privacy fences and some are lattice.

The Chairman opened the floor.

Dee Congleton came forward and was sworn in. She explained that the proposed 6ft high privacy fence will be visible from East 2nd and East Main and that parking lot is used as a thoroughfare between East Main and East 2nd. She stated that she understood that he wanted some kind of parameter for his nightclub. Ms. Congleton recommended large concert pots with Cypress trees in them.

The floor was closed and the Commission discussed the request further. Ms. Hickson asked if there may be another type of fence that Mr. Meyland could use that visually is not a complete block, maybe rod iron. Mr. Meyland stated that he needed more of a privacy fence to stop people from crossing over the fence or passing alcohol through the fence to someone outside in the parking lot. He stated that he also needs the barrier to stop people with alcoholic beverages from stepping out onto public property, which is in violation of the law. John Rodman explained that one of the reasons Mr. Meyland has to do this is because it is a city ordinance that if you consume alcohol outdoors, even if it is on private property, you have to have some kind of designated area in which to do that. He explained that the ordinance does not specify what is used to designate the area, but it does state that it has to be designated in order to consume alcohol outside. Mr. Creech stated that it is a little unclear as to where this falls in the guidelines. Ms. Brennan stated that was an issue when the request came to staff, because it is not addressed in the design guidelines. She explained that this is the first time an issue like this has been presented and it is something that should be added to the guidelines in the future. The Commission discussed all the screening options and what would work in this situation. Mr. Rodman stated that it has to be some type of enclosure. Mr. Creech stated that he didn't know how to address this since it is not mentioned in the guidelines. Ed Hodges stated that he personally did not object to a wooden fence and he did not feel that Mr. Meyland's request was unreasonable.

Judi Hickson made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Meyland to install a privacy fence at the rear patio of the building located at 143 North Market Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 4.6 Streetscape and Site Design – Fences and Walls. Her motion was seconded by Geraldine McKinley. The motion passed with a majority vote with Jerry Creech voting in opposition.

7. A request has been made by Beaufort County to replace window panes at the building located at 210 N. Market Street.

Christina Smith, Beaufort County Public Works Director, came forward and was sworn. She explained the location of the building and some history of the building. She explained that there are 39 windows total on the second and third floor of this building with a total of 895 panes in the windows. She stated that 167 panes out of the 895 contain cracks. She explained that this has caused the problem of water intrusion. Ms. Smith stated that they went back and looked at what they consider general maintenance of the windows and replacing the panes in the windows. She stated that they are metal windows and they would just go back and replace the glass panes and retain the window frames. She explained that the glazing would be done from the interior. Ms. Smith stated that there are currently a couple of different types of glass in the windows. She stated that the opaque glass with the chicken wire seems to be original to the building, but is extremely difficult to obtain and cost prohibitive. So, in speaking with staff they believe the best alternative would be to replace it with an opaque type glass, so from the street level it would appear to be the same type glass it just would not have the chicken wire in the glass. The topic of mechanical louvers was brought up but was delayed to the next meeting since it was not included in the County's original COA request.

The Chairman opened the floor.

Scott Campbell came forward. He stated that he just wanted to confirm that the window frames and opening would stay the same and they would only be replacing the individual glass panes. Ms. Smith stated that he was correct. Mr. Campbell asked if there was a sample of the opaque glass they wanted to use. Mr. Smith stated that she did not have a sample. Mr. Campbell stated that he would like to see a sample since he is a close neighbor and has full view of the building. Ms. Smith stated that they hoped to match the original opaque pane as close as possible. Mr. Campbell stated that he is not opposed as long as the window frames are the same.

The floor was closed.

Geraldine McKinley made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Beaufort County to install new window panes on the second and third floor of the building to replace cracked and broken window panes on the building at 210 North Market Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 3.4 Existing Buildings – Windows and Doors. Her motion was seconded by Judi Hickson. All voted in favor and the motion carried.

8. A request has been made by the owner of 118 N. Market Street to replace windows on the rear of the building.

Brad Horton, contractor, came forward and was sworn in. He explained that they are looking at replacing a total of 8 windows on the second floor of the building, 4 on the south side and 4

on the west side of the building. He stated that the windows they are replacing are original to the building but are falling apart and some of the window openings have plywood in them right now. He explained that water is coming into the building like crazy. He stated that they are going back with a wood interior vinyl clad window with no grills that match the exact windows that are currently on the front of the building.

The chairman opened the floor, but no one came forward.

Judi Hickson made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Ward to replace eight windows in the rear and side of the building with new one over one wood/vinyl clad windows on the building at 118 North Market Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 3.4 Existing Buildings – Windows and Doors. Her motion was seconded by Seth Shoneman. All voted in favor and the motion carried.

B. Minor Works

1. A request has been made by the owner at 116 East 3rd Street (The Orr Lodge) to install a new roof on the shed at the rear. Roof will match Lodge roof.
2. A request has been made by the owner at 714 East Main Street to change out the air conditioning unit.
3. A request has been made by the owner at 216 Fleming Street to replace the existing split heat pump.
4. A request has been made by the owner at 624 West Main Street to replace the hand rails at the front steps on the sidewalk to what was there historically.
5. A request has been made by the owner at 331 East Main Street to install insulation in the walls of the house by exterior application.
6. A request has been made by the owner at 158 West Main Street to change out the existing heat pump for a similar unit.
7. A request has been made by Beaufort County to remove the shutters on the Beaufort County Library, located at 158 N. Market Street

Judi Hickson made a motion to approve all the minor works. Her motion was seconded by Seth Shoneman. All voted in favor and the motion carried.

VI. Other Business

Residential Grant Program – Scott Campbell

Scott Campbell came forward and discussed a possible residential grant program. He spoke about the need for this program to help maintain and repair some of the residential homes in the district. He proposed that the Commission put together a very small committee to produce

a letter and ask the City to do a residential façade grant program. He explained that we currently have a commercial façade grant program that has really been beneficial. He stated that he would like to see the commercial façade grant program stay and just tack on a residential façade grant. He stated that he would like the Commission to propose to Council as an action item to institute a residential façade grant program. He also proposed the Commission to ask Council to look into grant writers that have the ability to search for some type of financial assistance for residential property owners in the historic district. He also spoke about encouraging volunteer originations, clubs, or groups to participate in helping some of these property owners.

Mr. Hodges stated that he and Ms. Brennan would get together and work on a plan of action for this issue.

VII. Approval of Minutes

Jerry Creech made a motion to approve the minutes. Seth Shoneman seconded the motion and all voted in favor.

VIII. Adjourn

There being no other business Jerry Creech made a motion to adjourn, which was seconded by Seth Shoneman.